

SECURITY GUARD
NF-0085-01

MORALE, WELFARE
& RECREATION

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INTRODUCTION:

This position is located in the Morale, Welfare and Recreation Department, NAS Lemoore, CA and will provide security support for the Clubs Division.

TYPICAL DUTIES:

Checks identification of all persons entering the facility to insure they are patrons of bona-fide guests.

Verifies age of all persons and stamps hands accordingly.

Circulates through the club to insure patrons are conforming to posted rules and regulations governing the mess, being especially watchful for persons who appear to be becoming intoxicated or appear to be potential problem makers.

Quiets unruly patrons, using tact and diplomacy or removes them from the facility and turns them over to security.

Observes all fire, safety, security and sanitation regulations.

Performs all other related assigned tasks.

CONTROLS OVER POSITION:

Works under the direct supervision of the Operations Assistant Manager.

KNOWLEDGE REQUIRED BY THE POSITION:

Ability to exercise tact and diplomacy in dealing with tense situations and using sound firm judgement.

GUIDELINES:

Verbal direction from supervisor and adherence to station instructions.

COMPLEXITY:

This is not a complex position.

PERSONAL CONTACT:

Heavy personal contact with patronage.

PHYSICAL DEMANDS AND WORK ENVIRONMENT:

Must be able to make firm decisions and stand by them. Work is inside with adequate heat and cooling but is in a smoke filled environment.